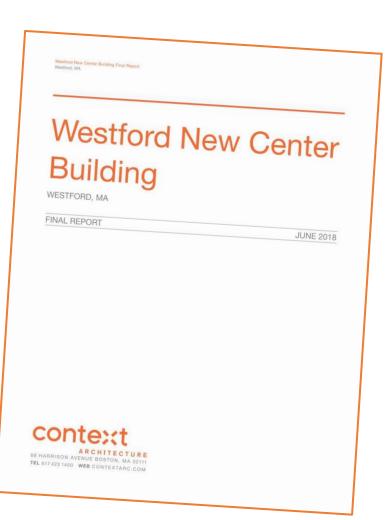


Article 6: New Center Building at 51 Main Street



Project Planning Timeline

- ❖ Public discussion of project began in 2015 with planning for new Fire Headquarters
- ❖ Initial \$60K for Feasibility Study approved at 2017 Annual Town Meeting; additional funding approved at 2018 ATM, 2019 STM, and 2020 STM.
- ❖ Town has committed approximately \$900K to date for the project
- Feasibility Study recommended two-story **9,100 s.f.** building that includes:
 - 100-seat Meeting Room / Police Training Room / Other Training / Meeting Needs
 - Office space for Technology Dept., Facilities Dept. and Veterans Service
- ❖ Proposed project has been discussed at over <u>100</u> public meetings: (PTBC, SB, CEASC, FINCOM, SPR, ATM, STM, CPC, LWV)





Key Needs and Project Components

- Proposed building addresses six (6) identified Town department/space needs for the community:
 - ✓ New Large Meeting/Community/Training Room
- Provide new office space for the following:
 - Technology Department
 - Veterans Services
 - Facilities Department
 - Sustainability Coordinator
 - Wellness Coordinator



Wellness Coordinator and Animal Control Officer currently share downstairs Conference Room at Town Hall



Town Hall Meeting Room

Current Space Issues:

- Historically used by many Town Departments and over <u>80</u> committees
- Primary Meeting Room for Select Board,
 Finance Committee, Planning Board, ZBA and
 Conservation Commission
- Consistently inadequate space for public attending in-person meetings
- Currently has available seating for approximately
 20 attendees







New Meeting/Community/Training Room

Key Features:

- Multi-functional space with two (2) retractable partition walls
- Located on the 1st floor, accessible off Main Lobby and entrance off Main Street
- Ample seating for up to <u>100</u> for large crowds and joint board meetings
- Replaces Police Training Room that was used for Combined Dispatch Center
- Can also be used for training purposes by other departments



Rendering of New Meeting/Community/Training Room



Technology Department

Current Space Issues:

- Located on East Prescott Street in former Fire Station Garage in Forge Village
- Does not meet accessibility requirements
- Inadequate parking, office and storage space, HVAC systems, and bathroom
- Servers located in unsafe area in garage bays
- Roof has significant leaks
- Inadequate space for staff, staff meetings, and training programs





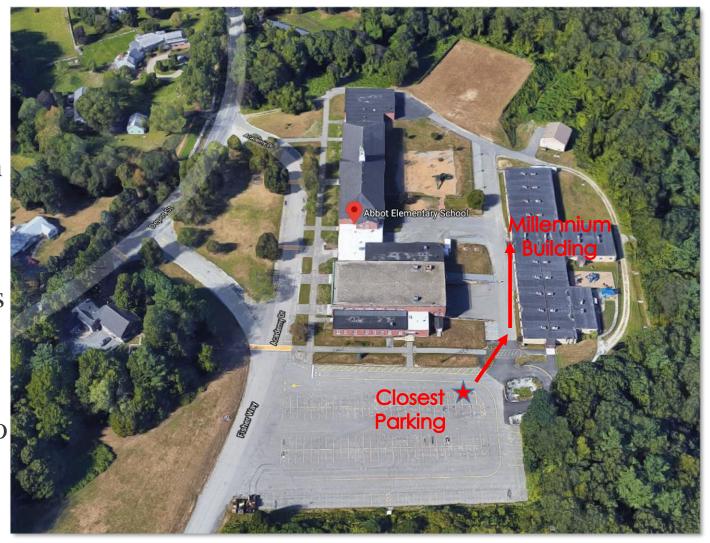




Veterans Services Office

Current Space Issues:

- Located in Millennium Building
- No other suitable location in town including Town Hall and Senior Center
- Visitors must walk over 100 yards from parking lot to office
- Office space shared with Facilities Dept. limiting privacy to visitors





Facilities Department

Current Space Issues:

- Located in Millennium Building
- Building has limited life expectancy
- Need permanent long-term location
- Current space not adequate
- Shared space with Veterans Services
- Need additional space for file and plan storage

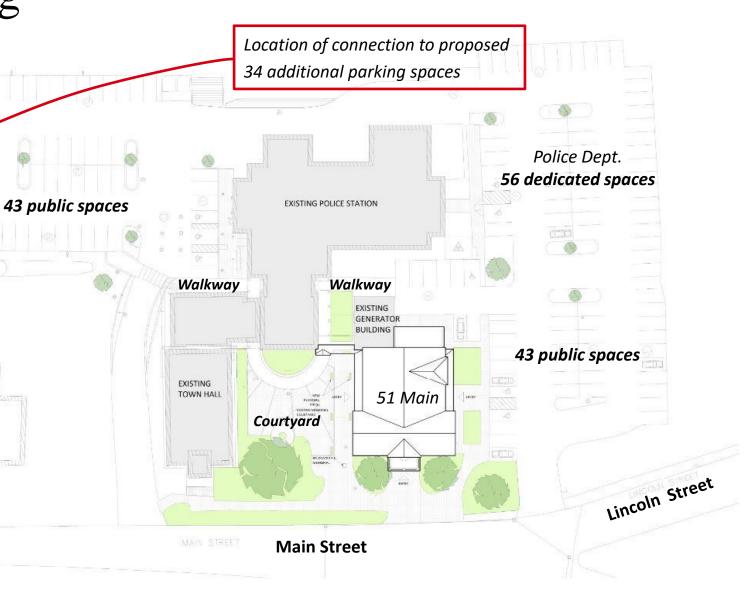


ADMINISTRATIVE



Site Plan and Parking

- Impacts to courtyard and memorial will be minimal
- Improved connection to Police Station
- 135 existing and 142 proposed parking spaces at Town Hall Complex
- Additional 34 spaces proposed behind
 63 Main Street would also be accessible
- Approximately 56 spaces to be dedicated to Police Department
- 2018 Parking Study determined there is adequate parking <u>currently</u> in Town Center for events/meetings in building









Main Lobby





Energy Conservation and Sustainability Features

Building project goals include:

- ✓ Collaboration with Clean Energy and Sustainability Committee (CEASC)
- ✓ Project to align with Town's commitment to **Net Zero** emissions and sustainability
- ✓ High efficiency electric heating and cooling system through use of air source heat pump
- ✓ Building systems will maximize energy efficiency and will have provisions for solar PV
- ✓ Thermal envelope will have **R values** of **25** (walls) and **40** (roof) exceeds code minimum
- ✓ Heating & cooling systems will have an Energy Use Intensity (EUI) approaching 25
- ✓ Energy used will be offset by renewable energy either produced on-site or purchased



Project Cost Summary

Construction Costs		
Construction Costs including demolition of existing building*	\$	9,390,000
A&E Fees, OPM, Commissioning & Testing	\$	1,400,000
Furnishings, Equipment and Relocation Costs	\$	480,000
Project Contingency (10%)	\$	1,130,000
Total Estimated Project Cost	\$	12,400,000

^{*}Construction costs have been escalated to summer 2023 project start



Tax Impact of 51 Main

Total Project Budget is \$12.4M. **\$1,000,000** from Free Cash will be used to offset cost of debt exclusion, saving approximately **\$1.0M** in principal and **\$420K** in interest payments over 20-year bond.

Impact for \$11.4M bond based on median assessed home value of \$660.5K is **\$84 in FY24.** This reduces to **\$80** in **FY26** and **\$73** in **FY29.** Will continue to drop in future years as existing debt is retired.

Proposition 2 ½ debt exclusion allows the Town to raise taxes to pay for the debt payment associated with an approved capital project. Debt exclusion requires 2/3 majority vote at Town Meeting <u>and</u> a majority ballot vote

WA was paid off in FY20; Miller, Crisafulli, and Stony Brook Schools will be paid off in FY23, Highway Garage in FY24

Town Treasurer has flexibility with bond issue to smooth out the tax rate increase



Boards and Committees Support

The following have voted to support the project:

- ✓ Permanent Town Building Committee
- ✓ Select Board
- ✓ Finance Committee
- Capital Planning Committee
- ✓ Clean Energy and Sustainability Committee
- ✓ Westford Climate Action

Westford Climate Action Supports New Municipal Building

The proposed new municipal building at 51 Main Street, which will replace the former fire station on the Common, has been an active project for the Town of Westford since 2015. The building plans align with the Town's commitment to net zero emissions and sustainability, and Westford Climate Action strongly supports the project. With future generations in mind, WCA is committed to the goal of reducing the town's carbon footprint and believe it will be a building

Unfortunately, last October Special Town Meeting voted to dismiss the article to approve funding the construction before it could be discussed. In addition, the debt exclusion ballot question for funding was defeated in the November 2022 election. The proposal is now on the question for Annual Town Meeting on March 25 with plans to put a debt exclusion question on the ballot for the May 2nd Town election.

Why does the Town need this building?

The Town needs more, and more suitable, space for a number of town offices.

- The Technology Department is housed at the old Forge Village Fire Station, with inadequate space for their functions. The Town's computer network servers are located in an unsafe
- The Wellness Coordinator and the Animal Control Officers share what used to be the first-
- The Police Department needs a larger training room to replace the training room that several years ago was converted into the Combined Dispatch Center.

Also, several Town Departments are housed in the Millennium School, which has a limited life

- The Veterans Services office in the Millennium School is more than 100 yards from the parking area, presenting a difficult walk for seniors and disabled visitors.
- The Facilities Department shares space with the Veterans Services office and needs
- The Sustainability Coordinator's office also needs more space

Second, the Town needs additional and larger meeting spaces. The Town's 80 boards and committees often find themselves scrambling for a place to meet because there simply aren't enough public meeting rooms to satisfy the demand. And the second-floor meeting room in Town Hall does not always have enough seating to accommodate all members of the public What will the new building provide?

A new larger meeting room will accommodate committee, board and community meetings with adequate seating for the public. It will also serve as a training room for the Police and other departments. Retractable partition walls will offer flexibility, allowing for smaller, simultaneous

New office space will be built for the Technology, Veterans Services, and Facilities Departments as well as for the Sustainability Coordinator and Wellness Coordinator.

How does the construction of the new building align with the Town's net zero goals?

The project will have high-efficiency electric heating and cooling systems through the use of air

Building systems will maximize energy efficiency and will have provisions for solar photovoltaic

The insulation for the walls and the roof will have R values that exceed the code minimum.

Energy used will be offset by renewable energy produced onsite or purchased. As more renewable sources of energy become available, the building will be totally free of fossil fuel use.



Questions